

Mission Statement

The Livingston Business Improvement District (LBID) enhances the vitality of downtown Livingston by facilitating commerce, enhancing streetscapes, conducting maintenance and improving security and safety.

Vision

The LBID seeks to be one of the motivating forces behind a successful business district which preserves our historic downtown, enriches our culture and continues to improve and maintain the physical appearance and aesthetics of the District in order to continue to attract long-term and viable businesses, invigorate community activity and enhance visitor experiences.



Organizational Structure

In 2011, more than 60% of property owners within the proposed LBID boundaries signed a petition in favor of a District and the Livingston City Commission approved its formation. The LBID was formed and boundaries within the District were established. The stated purpose of the LBID is to promote the health, safety, prosperity, security and general welfare of the inhabitants of the City of Livingston and the District. Listed within the City of Livingston Resolution 4178, the LBID will also: 1) facilitate an improved business climate; 2) improve the functional characteristics of the business district; 3) conserve the historic district; and, 4) develop a strong, aggressive marketing program.

Pursuant to MCA 7-12-1141, on December 15, 2020, the LBID was unanimously renewed by Livingston City Commission Resolution 4932 from March 2021 to March 2031.

LBID Board

The LBID is governed by a seven-member Board of Trustees with each member serving a term of four years. The Livingston City Commission approves new or re-applying board members when terms expire. The 2023 LBID Board includes District property owners (or their designees):

- Dale Sexton, Chair – Owner of Dan Baileys Outdoor Co.
- Tyler Erickson, Vice Chair – Owner of American Bank
- Megan Eubank – Owner of Eubank Creative
- Dale Hopkins – Owner of the Kitchen Shop on Main
- James Langteaux – Owner of Tru North Cafe
- Brian Menges – Owner of 2nd Street Bistro, Murray Bar and Gils Goods
- Lauren Silano – Owner of Neptune’s Taphouse & Eatery

LBID’s Executive Director is supervised by the board and her services and administration expenses are shared by the Explore Livingston Coalition.

Board Meeting agendas and Minutes are noticed at
<https://www.downtownlivingston.org/meeting-minute-archive>

Website <https://www.downtownlivingston.org/>

Facebook <https://www.facebook.com/DowntownLivingstonMontana/>

Instagram https://www.instagram.com/livingston_bid/

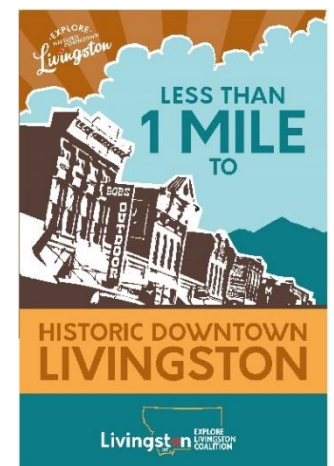
Hashtags #DowntownLivingstonMT #LifelsDowntown

FY22/23 Achievements and Challenges

District Sidewalk Garbage Removal – The history of the sidewalk garbage receptacles predates the LBID, with individual businesses sponsoring the installation and emptying of the black metal containers (and two green ones near American Bank) outside their business. Over the years, a total of 30 hand-crafted metal receptacles have been installed with the URA paying for the receptacle, the City of Livingston overseeing bolting them safely to the sidewalk, and the LBID hiring contract staff to empty thousands of pounds of garbage by hand. The City empties alley way garbage accessible by vehicle, but the sidewalk garbage must be emptied by hand. *This year, the LBID Board has identified removal of garbage from Downtown sidewalk receptacles as the #1 priority.* Use of these receptacles continues to increase as food and beverage takeout increased over the pandemic, visitors and downtown residents use them to dump household and vehicle garbage bags, the unhoused population increases, and there are more Downtown public events with alcohol and food containers. The City of Livingston provides overflow bins for when the Transfer Station is closed on busy summer weekends. Having stable contract staffing to check them frequently, most days in the

summer, has been a significant challenge. The board and Executive Director have been personally emptying the cans but recently a new contractor has been appointed, and there is a separate work truck for this task.

Flower Basket Program – Increasing from its humble beginnings of 24 baskets in 2016, this summer 34 baskets have been grown and maintained on the downtown light poles within the District through a contract with a local grower Heather's Garden Service. Adjustments were made this year by contracting both growing and watering the baskets with Heather's Garden Service. Previously the Downtown Maintenance Contractor watered flowers as well as emptying garbage, and performing graffiti remediation and banner installation, so this increases vehicle expenses with two old work trucks insured, but increases efficiency as the flower grower is exclusively dedicated to healthy flowers. They use a second old LBID truck (donated to the City and this year donated back to LBID) and watering system, which includes tanks and pumps for watering. These services typically occur in the early hours of the morning. The City of Livingston Urban Renewal Agency (URA) previously paid for the annual cost to grow the flowers but stopped doing so this season, so the number of baskets was reduced from the previous year's 44 to 34 baskets. A request for the 23/24 FY City of Livingston budget to include those funds was recently approved, so next summer should return to 44 baskets.



Banner Program - LBID has designed, approved and had over a dozen banner designs produced since the program began. Spring/Summer-themed banners are installed from April through late September and winter-themed banners are installed from October through April. **In 2023 we added wayfinding banners leading into the Downtown District.** The LBID Banner Program is intended to identify the downtown service area; add character and vitality to the downtown streetscapes; and, publicize a diverse range of events, activities and attractions. Approved banners for local nonprofit events and programs can be displayed in the downtown area for a nominal fee. This funding mechanism supports future banner bracket purchases and other downtown equipment and beautification needs.



Lamp Post Holiday Snowflake Decorations – In a program begun in 2020, 4-foot and 3-foot LED snowflake lights are hung and lit on downtown lamp posts by LBID annually, from November to February. These were selected to withstand high winds and snow and have a timeless, classy winter appeal beyond just the holidays. In 2021, in collaboration with the Holiday Lights Committee and Tourism Improvement District (TBID) additional snowflake decorations were purchased (in a different design and size that complement the original snowflake designs) for a total of 89.



Graffiti Remediation – With graffiti incidents tripling in the past year in the historic downtown LBID boundaries, and turnover in Downtown maintenance contractors, we have struggled to keep up with the amount of District graffiti. With a new contractor in 2023, we hope to be able to methodically address older graffiti and identify and remove new graffiti in a timely fashion.

District Business Support - Including shop local and safety banners and posters; information about relevant happenings such as downtown construction and safety issues; and, grant, support, training, business and funding opportunities.

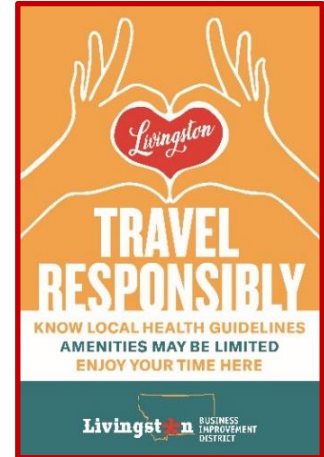
Media Outlet Relationships - Frequent communication with television and print media to promote Livingston, the District, businesses, events and area news.

Online and Social Media Presence - Through social media posts and videos, we promote District businesses' events and news - and the area - to increase commercial traffic. The LBID website is frequently updated with resources and opportunities for District business support and the business focused e-newsletter – periodically produced and distributed - includes links to time sensitive and relevant resources.

Leveraging Resources through Grant Requests In partnership with the Destination Management Organization (DMO) Tourism Destination Recovery grants of over \$20,000 annually for both 2022 and 2023 were funded through the Department of Commerce to market the 2-day Yellowstone Harvest Festival in September, with the music ending at 7 pm so attendees may dine, shop and support downtown businesses and area hotels.



Coordinating Tourism Effort Partnerships – LBID is the lead nonprofit organization in overseeing the Explore Livingston Coalition in partnership with the Livingston Destination Management Organization (DMO) and Tourism Business Improvement District (TBID). The three groups share administration, marketing, planning, and resource development to amplify their annual budgets and impact. Together they promote Livingston, including Downtown Livingston, through beautification, economic development and marketing events to increase tourism, create visitor education campaigns, and Destination Management stewardship projects.



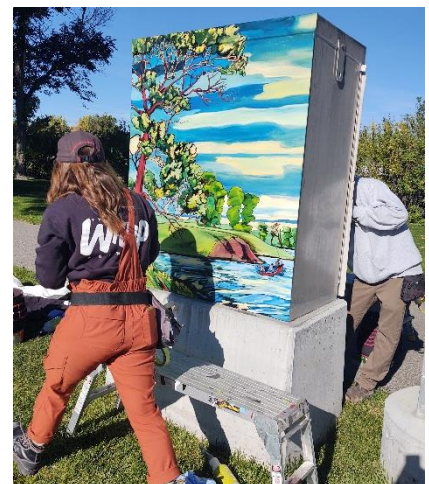
Downtown Master Plan

The LBID is pleased that the long-overdue Downtown Master Plan has been funded by outside sources and will additionally include a Downtown parking and housing study, funded by the URA. The Plan will be overseen by the Livingston City Planning Department. LBID participated in a committee reviewing plan RFPs and recommending a firm for the contract, LBID quickly put together a Downtown Master Plan webpage (which may be migrated elsewhere) and community outreach materials to capture community feedback in a survey during the busy July 4 week. LBID will continue to participate in feedback and support all efforts to strengthen community involvement.

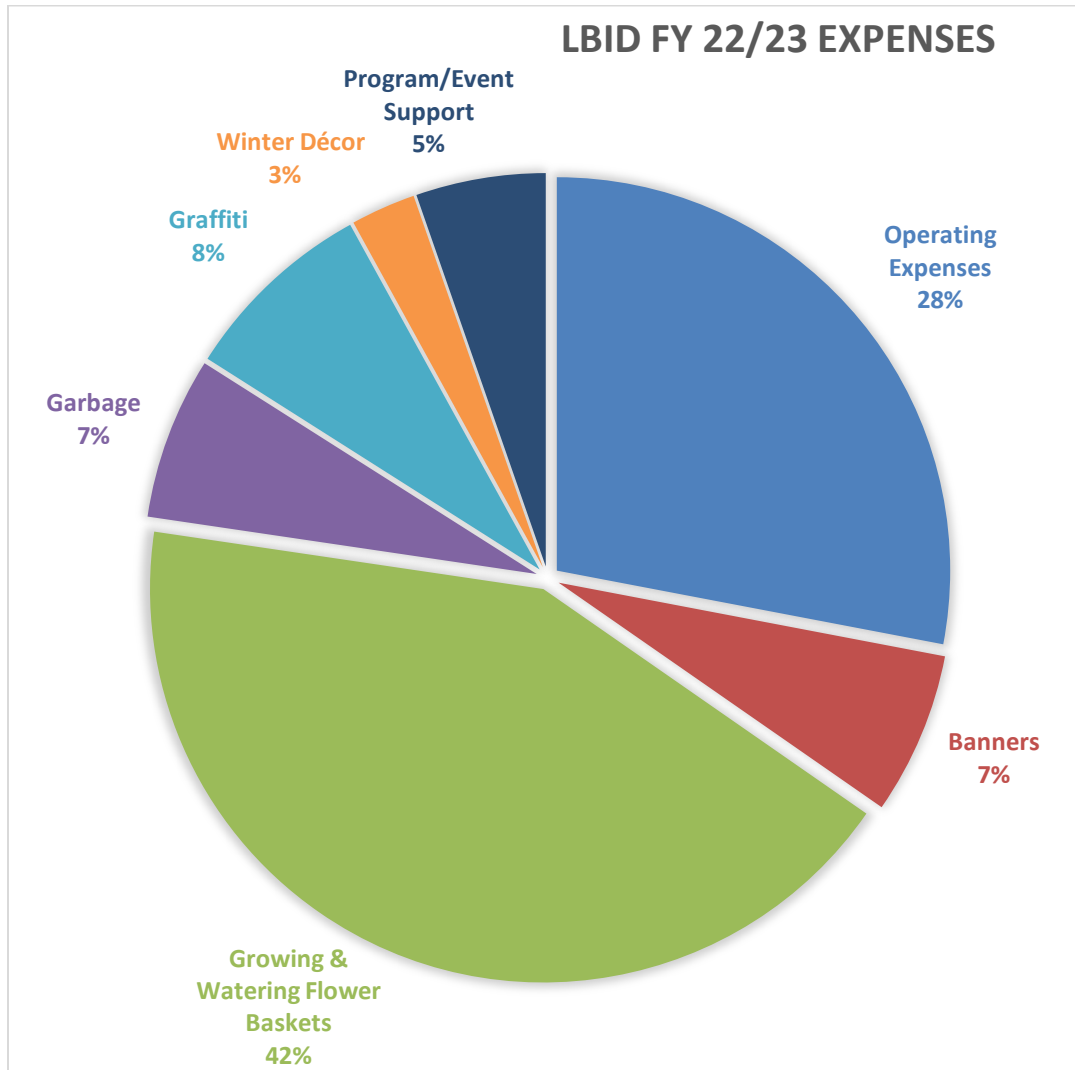
Downtown and Area Events Financial Support – The Flower Baskets program and Downtown Contractor expenses have doubled due to supply and staffing cost increases, so in the coming fiscal year, LBID's grant program will be paused until a responsible reserve fund and stable profit and loss balance can be achieved. Past Support has included: the Hoot music festival, Windrider Public Transit Program, Green Door Gallery Mural Art Project, Active Transportation Farmers Market Sponsorship, Holiday Story Walk, Night Owl Run, Tap Into MT Brew Fest, Depot Christmas Tree Lights, Art Walks, Farmer's Markets, and many more. LBID also provided grant assistance for District associated programs or projects that align with LBID's mission.

Miscellaneous Collaborations

- Multiple letters in support related to various Livingston and Park County community projects, such as the Downtown Elks Lodge rehabilitation.
- In coordination with the URA, participation in utility box wrap program.



Last FY 22/23 Expenses as below, FY 22/23 Profit and Loss statement also attached

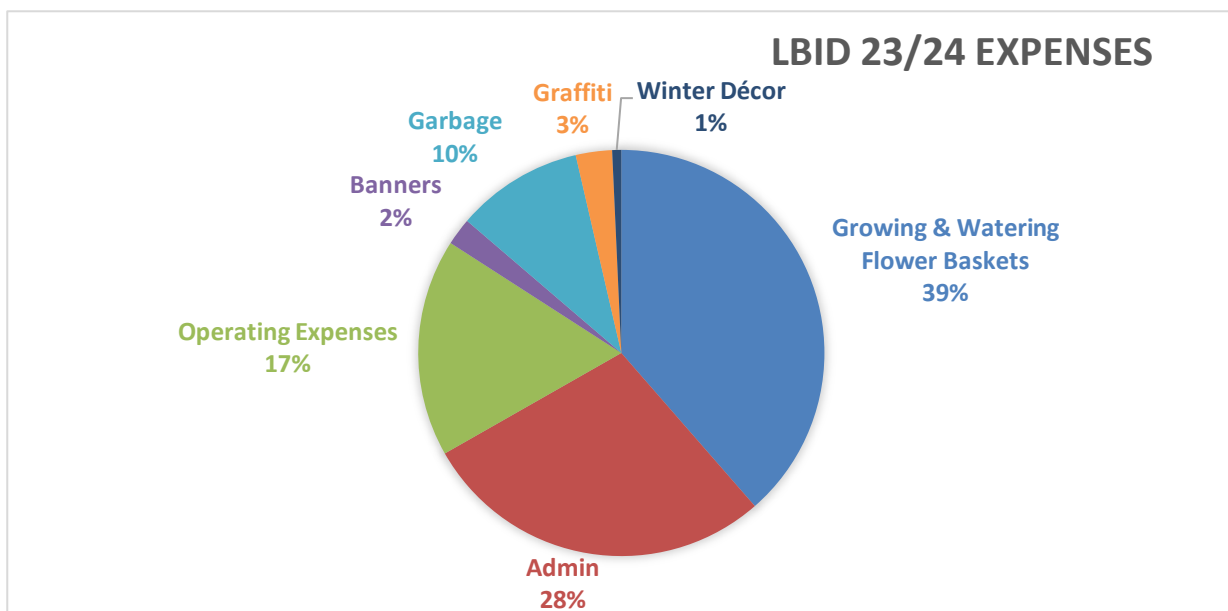


Proposed FY22/23 Budget

The LBID programs and services are funded by an annual special assessment of property owners within the District boundaries. Commercial and partially commercial properties are subject to the BID assessment. Exclusively residential properties, properties used for manufacturing and properties determined to be exempt from real estate taxes are not assessed. As of 2022, there were 224 property owners within the District contributing to the tax base. Taxes paid by property owners are based on the footprint of the property within the District.

The LBID assessment is applied to the annual property tax bills and is collected by the City of Livingston as part of property taxes. The funds are held by City Finance Office in a segregated account and disbursed to the LBID checking account at a separate financial institution. The current District budget for enhancement, facilitation, promotion and maintenance is approximately \$44,000 per year. There are deferred admin and program costs that were in reserves pending City Budget approval and new Downtown Contractor, so the available funds plus income for the coming fiscal year are:

Expected FY LBID Tax Assessments	\$44,000
City Flower Contribution	\$10,200
Reserves for Deferred Expenses at FY start	\$13,000
Banner Program Income	\$2,000
Total Income/Available Funds	\$69,200



LBID FY23/24 Draft Budget	Estimates
Expected FY LBID Tax Assessments	\$44,000
City Flower Contribution	\$10,200
Beginning Estimated Balance July 1, 2023	\$13,000
Banner Program Income	\$2,000
Total Income/Available Funds	\$69,200

Operating

Accounting/Bookkeeping	\$3,000
Advertising	\$275
Bank Fees	\$25
Insurance	\$2,700
Marketing/Design	\$1,000
Office Supplies	\$200
Annual Conferences	\$800
Executive Director	\$16,500
Dues and Licenses	\$300
Other Office/Admin Expenses	\$3,000
Hardware supplies	\$400
Vehicle Expenses	\$1,500
Shared office and Storage Unit Rent	\$1,800
Total Operating Expenses	\$31,500

Program

Banners	\$1,500
Flower Baskets	\$21,700
Flower Basket Watering	\$5,000
Garbage	\$7,000
Graffiti	\$2,000
Winter Decorations	\$500
Program/Event Grant Support	\$0
Reserves – <i>any saved funds will go here</i>	\$0
Total Program Expenses	\$37,700
Total Expenses for Fiscal Year	\$69,200